

BURR RIDGE VILLAGE CODE

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Chapter 3 added by Ordinance 678, dated September 10, 1990

ARTICLE I. Plan Commission

Sec. 1.1 Plan Commission Creation, Term and Powers

The Plan Commission of the Village of Burr Ridge has been established under the provisions of the Burr Ridge Zoning Ordinance, and all powers, functions and duties of said Plan Commission, and all other matters relating thereto, are set forth in said Burr Ridge Zoning Ordinance and such provisions are herein incorporated by reference as a part of this Article I of Chapter 3.

Sec. 1.2 Additional Powers

The members of the Plan Commission, with the exception of the alternate member, shall each have one vote on matters before it. The right to vote of the alternate member shall be as set forth in Section 1.5. In addition to those powers and duties set forth in the Burr Ridge Zoning Ordinance, the Commission shall have the following additional powers and duties:

- A. Preparation and recommendation to the Board of Trustees of a Comprehensive Plan which shall provide for the health, safety, comfort and convenience of the inhabitants of Burr Ridge and contiguous territory within one and one-half miles of its borders and the area within such Comprehensive Plan may be adopted by ordinance as the official map of Burr Ridge. Such plan may be adopted in whole or in separate geographical or functional parts, each of which, when adopted shall be the official comprehensive plan, or part thereof, of Burr Ridge. Such plan shall be advisory except as to such part thereof as has been implemented by ordinances duly enacted by the Board of Trustees. All requirements for public hearing, filing of notice of adoption with the County Recorder of Deeds and filing of said plan and ordinances with the Village Clerk shall be complied with as provided for by law;
- B. Preparation and recommendation to the Board of Trustees of reasonable standards for design of subdivisions governing the location, width, course and surfacing of public streets and highways, alleys, ways for public service facilities, curbs, gutters, sidewalks, street lights, parks, playgrounds, school grounds, size of lots to be used for residential purposes, storm water drainage, water supply and distribution, sanitary sewers and sewage collection and treatment;
- C. Preparation and recommendation to the Board of Trustees of plans for specific improvements in pursuance of/or changes in the Comprehensive Plan;
- D. To aid Village officials in furthering improvements in keeping with the Plan and generally promoting the realization of the Plan;
- E. To arrange publicity concerning the Commission's activities to promote public understanding;
- F. To cooperate with municipal or regional planning commissions and other agencies or groups to further the local planning program and to assure harmonious and integrated planning for the area;
- G. To exercise such other powers as are granted under Illinois statutes and as may be conferred by the Village of Burr Ridge; and
- H. To serve as the Zoning Board of Appeals with powers and duties as outlined in the Burr Ridge Zoning Ordinance. (A-678-2-90)

Sec. 1.3**Procedures**

The Plan Commission may adopt such rules and regulations as are consistent with Village ordinances and State statutes. All Plan Commission meetings shall be recorded in written records which shall be open to public inspection. The Plan Commission shall make recommendations as follows:

- A. On subdivision development with the result that no plat of subdivision or resubdivision shall be entitled to be recorded unless it complies with the provisions of the Village's Subdivision Regulations Ordinance and also the standards of design of the Comprehensive Plan and the official map as developed by the Plan Commission and as adopted by the Board of Trustees.
- B. On public improvements based on ordinances, plans and data furnished by the Village relative to public improvements as it deems necessary for the consideration of the Board of Trustees. (A-678-2-90)

Sec. 1.4**Zoning Board of Appeals**

The members of the Plan Commission shall serve as members of the Zoning Board of Appeals in the same capacity and for the same term of office as they serve on the Plan Commission. The Plan Commission of the Village of Burr Ridge shall perform all of the duties provided for by ordinance and by statutes of the State of Illinois reserved for the Zoning Board of Appeals. Procedures and regulations pertaining to the operation of the Plan Commission as the Zoning Board of Appeals and all powers, functions and duties thereto are set forth in the Burr Ridge Zoning Ordinance and are incorporated by reference as part of this Article I of Chapter 3 of this Code. (A-678-2-90)

Sec. 1.5**Alternate Member**

In addition, the President of the Board of Trustees, subject to the approval of the Board of Trustees, will appoint one additional member to the Plan Commission who shall be an alternate member of the Plan Commission as follows. Such alternate shall be an ex-officio member of the Plan Commission without power to vote when the full Plan Commission is at a particular meeting, but with full power to participate in discussions before the Plan Commission. If any member of the Plan Commission is absent at any meeting of the Plan Commission, the alternate Plan Commission member shall have the power to vote on all matters before the Plan Commission at such meeting, and to participate in such meeting as fully as if he or she was a full-time member of such Commission, including being counted for purposes of determining a quorum. It is the intent of this provision that the alternate Plan Commission member shall be appointed to eliminate the problems involved with reaching decisions on matters before the Plan Commission because of absences occurring during meetings from time to time. The term of the alternate Plan Commissioner shall be for a period of three (3) years from the date of such member's appointment, or such lesser term as may be established by the Village President in making the appointment of such alternate Plan Commission member. (678-2-90)

ARTICLE II. Zoning Board of Appeals

Sec. 2.1

Zoning Board of Appeals, Creation, Term and Powers

The Zoning Board of Appeals of the Village of Burr Ridge has been established under the provisions of the Burr Ridge Zoning Ordinance, and all powers, functions and duties of said Zoning Board of Appeals, and all other matters relating thereto, are set forth in said Burr Ridge Zoning Ordinance and such provisions are herein incorporated by reference as a part of this Article II of Chapter 3.

ARTICLE III. Board of Fire and Police Commission

(Article III added by A-678-1-90)

Sec. 3.1.

Board of Fire and Police Commission Creation, Term and Powers

There is hereby created for the Village a Board of Fire and Police Commissioners, which Board shall function in conformity with Division 2.1 of Article 10 of Chapter 24 of the Illinois Revised Statutes (Ill.Rev.Stats., Ch. 124, Section 10-2.1 et seq.). Said Board of Fire and Police Commissioners shall consist of three members, all of whom shall be appointed by the President, with the consent of the Board of Trustees.

Any vacancies on the Board of Fire and Police Commissioners shall be filled for the unexpired remainder of the term of any member whose place has become vacant by appointment by the President, by and with the consent of the Village Board.

Sec. 3.2.

Qualification and Removal of Members

Of the three members of the Board of Fire and Police Commissioners, all shall be residents of the Village, and shall be considered officers of the Village, and shall file an oath and a fidelity bond in such amount as may be required by the President and Board of Trustees.

No person holding an office under the Village shall be a member of the Board of Fire and Police Commissioners or the Secretary thereof. The acceptance of any such office by a member of the Board shall be treated as a resignation of his or her office as a member of the Board or the Secretary thereof. No person shall be appointed a member of the Board of Fire and Police Commissioners who is related, either by blood or marriage up to the degree of first cousin, to any elected official of the Village. No more than two members of said Board shall belong to the same political party existing in the Village at the time of such appointments and as defined in Section 10-2 of the State Election Code. If only one or no political party exists in the Village at the time of such appointments, then State or national political party affiliations shall be considered in making such appointments. Party affiliation shall be determined by affidavit of the person appointed as a member of the Board.

Members shall not be subject to removal, except for cause, upon written charges, and after an opportunity to be heard within thirty days in his, her or their own defense, before a regular meeting of the Board of Trustees of the Village. A majority vote of the elected members of such governing body shall be required to remove any such member from office.

Sec. 3.3.

Organization of the Board

- A. **Chairman:** At the first meeting in May of each and every year, the Board of Fire and Police Commissioners shall elect one of its members as Chairman of the Board for a one-year term, or until such member's successor shall have been appointed and qualified.
- B. **Secretary:** The said Board may employ a secretary or may designate one of its own members to act as such. The Secretary shall keep the minutes of the Board's proceedings, shall be custodian of all papers pertaining to the business of the Board, shall keep a record of all examinations held and shall perform such other duties as the Board shall prescribe. The Secretary shall receive as compensation for services a sum of money as determined by the President and Board of Trustees.

Sec. 3.4.

Regular and Special Meetings

The Board shall, in its discretion, establish a schedule of regular meetings, and shall give notice of

such schedule of regular meetings in accordance with the Open Meetings Act of the State of Illinois. Special meetings of the Board may be called either by the chairperson or any two members of the Board. Written notice of such special meeting shall be given to all members of the Board at least 24 hours in advance of any such special meeting unless such written notice is waived. In addition, notice of such special meetings will also be given in conformance with the requirements of the Open Meetings Act of the State of Illinois.

Sec. 3.5. Quorum

A majority of the Board constitutes a quorum for the conduct of all business.

Sec. 3.6. Required Vote

The vote required of the Board to approve any action shall be a majority of those present and voting at any regular or special meeting provided that a quorum exists at any such regular or special meeting.

Sec. 3.7. Meetings Open to the Public

All meetings of the Board shall be open to the public in accordance with the Open Meetings Act of the State of Illinois, except as otherwise provided in said Open Meetings Act, and any person attending any meeting shall have the right to be heard at the time and in the manner as approved by the Board. The Board's secretary shall keep minutes of the proceedings of the Board, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact, and shall also keep all other records of its official actions.

Sec. 3.8. Compensation of Members

No member of the Board of Fire and Police Commissioners, except its Secretary, shall be paid any compensation by the Village for the member's services.

Sec. 3.9. Annual Report and Budget Request

The Board of Fire and Police Commissioners shall submit to the President a report on its activities and of its rules in force, the practical effect thereof, and any suggestions which the Board believes would result in greater efficiency in the Police Department, annually prior to the month of May of each and every year. The Village President shall transmit such annual report to the Board of Trustees. The Board shall also submit an annual budget request to the Village Board prior to the end of each fiscal year.

Sec. 3.10. Appointments to Police Department

Appointment of the Chief of Police shall be made by the President and Board of Trustees pursuant to authority granted by Section 10-2.1-4 of the Illinois Municipal Code, 65 ILCS 5/10-2.1-4. Appointment to the exempt rank of Deputy Chief of Police shall be made by the Chief of Police as provided in Section 2.41, Article VII, Chapter 2, of the Burr Ridge Municipal Code. The Board of Police Commissioners shall make all other appointments in the Police Department pursuant to said Section 10-2.1-4 of the Illinois Municipal Code, 65 ILCS 5/10-2.1-4. (amended by A-678-01-03)

Sec. 3.11. Compliance with Laws

All actions and meetings of the Board of Fire and Police Commissioners shall be conducted in accordance with all applicable Statutes of the State of Illinois now in force or hereafter enacted.

Article IV. Board of Police Pension Fund

Sec. 4.1

Board of Police Pension Fund Creation and Term

There is hereby created for the Village a Board of the Police Pension Fund, which Board shall function in conformity with the provisions of Article 3 of Chapter 108 1/2 of the Illinois Revised Statutes (Ill.Rev.Stats., Ch. 108 1/2, Section 3-101 et seq.). Said Board shall consist of five members who shall administer the Pension Fund of the Police Department of the Village and designate the beneficiaries thereof.

Two members of the Board shall be appointed by the President of the Board of Trustees of the Village. The third and fourth members of the Board shall be elected from the active participants of the Pension Fund by such active participants. The fifth member shall be elected by and from the beneficiaries of the Pension Fund.

The election for Board members shall be held biennially on the third Monday in April at such place or places in the Village and under the Australian ballot system and such other regulations as shall be prescribed by the appointed members of the Board. The active Pension Fund participants shall be entitled to vote only for the active participant members of the Board. All beneficiaries of legal age may vote only for the member chosen from among the beneficiaries. No person shall be entitled to cast more than one ballot at such election. The term of the elected members shall be two years, beginning on the second Tuesday of May after the election. The term of the remaining members of the Board shall also be for two years beginning on the second Tuesday in May of each year, or until their successors are appointed and qualified.

Upon the death, resignation or inability to act of any elected Board member, his or her successor shall be elected for the unexpired term in a special election to be called by the Board and conducted in the same manner as the regular biennial election.

Members of the Board shall neither receive nor have any right to receive any salary from the Pension Fund for services performed as Trustees in that office.

Sec. 4.2.

Board Meetings

Each year the Board shall hold regular quarterly meetings in July, October, January and April, and special meetings as called by the President.

At the regular July meeting, the Board shall select from its members a President, Vice-President, Secretary, and Assistant Secretary to serve for one year and until their respective successors are elected and qualified.

Sec. 4.3.

Vice-President and Assistant Secretary

The Vice-President shall perform the duties of President during any vacancy in that office, or during the President's absence from the Village, or if the President by reason of illness or other cause is unable to perform the duties of the office.

The Assistant Secretary shall act for the Secretary whenever necessary to discharge the functions of such office.

Sec. 4.4.

Powers and Duties of Board

The Board shall have the powers and duties stated in Sections 3-132 through 3-140.1 of Chapter 108 1/2 of the Illinois Revised Statutes in addition to the other powers and duties provided under Article 3 of Chapter 108 1/2 of the Illinois Revised Statutes.

Sec. 4.5. Quorum

A majority of the Board constitutes a quorum for the conduct of all business.

Sec. 4.6. Required Vote

The vote required of the Board to approve any action shall be a majority of those present and voting at any regular or special meeting provided that a quorum exists at any such regular or special meeting.

Sec. 4.7. Meetings Open to the Public

All meetings of the Board shall be open to the public in accordance with the Open Meetings Act of the State of Illinois, except as otherwise provided in said Open Meetings Act, and any person attending any meeting shall have the right to be heard at the time and in the manner as approved by the Board. The Board's secretary shall keep minutes of the proceedings of the Board, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact, and shall also keep all other records of its official actions.

Sec. 4.8. Annual List of Fund Payments

The Board shall submit to the Board of Trustees of the Village at the close of the Village's fiscal year a list of persons entitled to payments from the Fund, stating the amount of payments, and their purpose, as ordered by the Board. It shall also include items of income accrued to the Fund during the fiscal year. This annual list shall be signed by the President and Secretary of the Board and attested under oath. A resolution or order for the payment of money shall not be valid unless approved by the majority of the Board members, and signed by the President and Secretary of the Board.

Sec. 4.9. Adoption of Rules

The Board shall adopt such necessary rules and regulations in conformity with the provisions of Article 3 of Chapter 108 1/2 of the Illinois Revised Statutes, and shall publish and transmit copies of all such rules from time to time to all pensioners and contributors to the Fund.

Sec. 4.10. Treasurer's Annual Report

On the second Tuesday in May of each year, the Treasurer and all other officials of the Village who had the custody of any pension funds, shall make a sworn statement to the Pension Board and to the President and Board of Trustees of the Village, of all monies received and paid out by them or on account of the Pension Fund during the year, and the amount of funds then on hand and owing to the Pension Fund. All surplus funds then remaining with any official other than the Treasurer shall be paid to the Treasurer of the Village. Upon demand of the Pension Board, any official shall furnish a statement relative to the official method of collection or handling of the pension funds. All books and records of that official shall be produced at any time by such official for examination and inspection by the Board.

Sec. 4.11. Report of Condition of Fund

The Board shall report to the Board of Trustees of the Village on the condition of the Pension Fund,

which report shall be made prior to the Board meeting held for the levying of taxes for the year for which the report is made. In such report, the Board shall certify:

1. The assets in its custody at such time;
2. The estimated receipts during the next succeeding calendar year from deductions from the salaries of police officers, and from all other sources; and
3. The estimated amount required during said calendar year to (a) pay all pensions and other obligations provided in Article 3 of Chapter 108 1/2 of the Illinois Revised Statutes, and (b) to meet the annual requirements of the Fund as provided in Section 3-125 of Chapter 108 1/2 of the Illinois Revised Statutes.

Sec. 4.12.

Compliance with Laws

All actions and meetings of the Board of Police Pension Fund shall be conducted in accordance with all applicable Statutes of the State of Illinois now in force or hereafter enacted.

(Article IV added by A-678-1-90)

ARTICLE V. Pathway Commission

Sec. 5.1

Pathway Commission Creation, Term and Alternate Member

- A. There is hereby created a Pathway Commission for the Village of Burr Ridge. This Board shall consist of seven (7) voting members to be appointed by the Village President, subject to approval of the Village Board.
- B. The term of office of this Commission shall be for a period of three (3) years; however, members appointed at the onset shall be for the following:
- Three (3) members for a three-year term;
- Three (3) members for a two-year term; and
- Three (3) members for a one-year term (prior to 1997 amendment, the Commission consisted of a total of 9)
- Successors shall be appointed for three-year terms.
- C. In addition, the Village President, subject to the approval of the Board of Trustees, will appoint one additional member to the Pathway Commission who shall be an alternate member of the Pathway Commission. Such alternate shall be an ex-officio member of the Pathway Commission without power to vote when the full Pathway Commission is at a particular meeting, but with full power to participate in discussions before the Pathway Commission. If any member of the Pathway Commission is absent at any meeting of the Pathway Commission, the alternate Pathway Commission member shall have the power to vote on all matters before the Pathway Commission at such meeting, and to participate in such meeting as fully as if he or she was a full-time member of such Commission, including being counted for purposes of determining a quorum. It is the intent of this provision that the alternate Pathway Commission member shall be appointed to eliminate the problems involved with reaching decisions on matters before the Pathway Commission because of absences occurring during meetings from time to time. The term of the alternate Pathway Commission member shall be for a period of three (3) years from the date of such member's appointment, or such lesser term as may be established by the Village President in making the appointment of such alternate Pathway Commission member. (A-678-2-97)

Sec. 5.2

Chairperson

The President shall annually designate from the membership of said Pathway Commission a chairperson, vice-chairperson and secretary whose terms as such chairperson, vice-chairperson and secretary respectively shall be for one (1) year each, except those first appointed shall serve in such office until April 30, 1991.

Sec. 5.3

Regular and Special Meetings

The Commission shall, in its discretion, establish a schedule of regular meetings, and shall give notice of such schedule of regular meetings in accordance with the Open Meetings Act of the State of Illinois. Special meetings of the Commission may be called either by the chairperson or any three members of the Commission. Written notice of such special meeting shall be given to all members of the Commission at least 24 hours in advance of any such special meeting unless such written notice is waived. In addition, notice of such special meetings will also be given in conformance with the

requirements of the Open Meetings Act of the State of Illinois.

Sec. 5.4

Quorum

The presence of any four members of the Commission shall constitute a quorum for the purpose of conducting any of the business of the Commission. If any member of the Pathway Commission is absent at any meeting, the alternate Pathway Commission member may be counted for the purposes of determining a quorum as set forth in Section 5.1. (A-678-2-97)

Sec. 5.5

Required Vote

The vote required of the Commission to approve any action shall be a majority of those present and voting at any such regular or special meeting provided that a quorum exists at any such regular or special meeting. The right of the alternate member to vote shall be as set forth in Section 5.1. (A-678-2-97)

Sec. 5.6

Meetings Open to the Public

All meetings of the Commission shall be open to the public in accordance with the Open Meetings Act of the State of Illinois, and any person attending any meeting shall have the right to be heard at the time and in the manner as approved by the Commission. The Commission's secretary shall keep minutes of the proceedings of the Commission, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact, and shall also keep all other records of its official actions.

Sec. 5.7

Duties

It shall be the duty of said Pathway Commission to:

1. Develop and maintain a master plan for the development of hard surface, multi-use pathways throughout the Village which will connect schools, community and recreation centers, subdivisions and neighborhood shopping centers and which promote the need for accessibility, safety and beautification.
2. Study all ordinances proposed by the President and Board of Trustees pertaining to hard surface pathways. All proposed ordinances relating to hard surface pathways shall first be referred to the Pathway Commission for its recommendations; provided, however, that this requirement may be waived at any time in respect to any particular proposed ordinance by a two-thirds (2/3) vote of the Village Board Trustees then holding office.
3. To hold public hearings from time to time in relation to any matter pertaining to hard surface pathways to obtain citizen input and generate interest in the community.
4. To report its findings and recommendations to the President and Board of Trustees from time to time in writing.

ARTICLE VI. E-9-1-1 Board

Sec. 6.1. Creation of Board

An Emergency Telephone System Board shall be and is hereby established by the Corporate Authorities of the Village.

Sec. 6.2. Board Membership

The Board shall consist of five members who shall be appointed by the Village President with the consent of the Board of Trustees of the Village on the basis of their ability or experience. Members of the Emergency Telephone System Board shall serve without compensation but shall be reimbursed for their actual necessary expenses. Members of the Board shall serve for a term of one year.

Sec. 6.3. Quorum

A majority of the Board constitutes a quorum for the conduct of all business.

Sec. 6.4. Required Vote

The vote required of the Board to approve any action shall be a majority of those present and voting at any regular or special meeting provided that a quorum exists at any such regular or special meeting.

Sec. 6.5. Meetings Open to the Public

All meetings of the Board shall be open to the public in accordance with the Open Meetings Act of the State of Illinois, except as otherwise provided in said Open Meetings Act, and any person attending any meeting shall have the right to be heard at the time and in the manner as approved by the Board. The Board's secretary shall keep minutes of the proceedings of the Board, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact, and shall also keep all other records of its official actions.

Sec. 6.6. Powers and Duties

The Emergency Telephone System Board shall have the following powers and duties:

1. Planning a 9-1-1 system;
2. Coordinating and supervising the implementation, upgrading or maintenance of the system, including the establishment of equipment specifications and coding systems;
3. Receiving monies from the surcharge imposed by Village Ordinance No. 615, as amended, and from any other source, for deposit into the Emergency Telephone System Fund ("the Fund");
4. Authorizing all disbursements from the Fund; and
5. Hiring, on a temporary basis, any staff necessary for the implementation or upgrade of the system.

Sec. 6.7. Emergency Telephone System Fund

All monies received by the Emergency Telephone System Board pursuant to a surcharge imposed under Village Ordinance No. 615, as amended, shall be deposited into an Emergency Telephone System Fund. The Treasurer of the Village shall be custodian of the Fund. All interest accruing on the Fund shall remain in the Fund. No expenditures may be made from such Fund except upon the

direction of the Emergency Telephone System Board by resolution passed by a majority of all members of the Board. Expenditures may be made only to pay for the costs associated with the following:

1. The design of the Emergency Telephone System;
2. The coding of an initial Master Street Address Guide data base, and update and maintenance thereof;
3. The repayment of any monies advanced for the implementation of the system;
4. The charges for Automatic Number Identification and Automatic Location Identification equipment, and maintenance, replacement and update thereof;
5. The non-recurring charges related to the installation of the Emergency Telephone System and the ongoing network charges; and
6. Other products and services necessary for the implementation, upgrade and maintenance of the system. However, such costs shall not include personnel or facilities, nor shall such costs include equipment which is not directly associated with the 9-1-1 Emergency Telephone System.

(Article VI added by A-678-1-90)

ARTICLE VII. Canvassing Board

Sec. 7.1

Canvassing Board Created

- A. There is hereby created a Canvassing Board for the Village of Burr Ridge in accordance with the provisions of the Illinois Election Code. This Board shall consist of the Village President, the Village Clerk and one Trustee.
- B. The Village President shall appoint (without the advice or consent of the Village Board) the Trustee who shall serve on the Canvassing Board as elections occur from time to time.
- C. The Trustee who is appointed by the Village President shall serve only for the election for which such Trustee has been appointed to the Canvassing Board. At each separate election, the Village President shall appoint a Trustee, who may or may not have been the Trustee appointed for the previous election.

Sec. 7.2

Chairperson

The Village President shall serve as chairperson and the Village Clerk shall serve as Clerk of the Canvassing Board.

Sec. 7.3

Special Meetings

Special meetings of the Canvassing Board may be called either by the Village President or the Village Clerk. Written notice of such special meetings shall be given to all members of the Canvassing Board at least 24 hours in advance of any such special meeting unless such written notice is waived. In addition, notice of any such special meeting will also be given in conformance with the requirements of the Open Meetings Act of the State of Illinois.

Sec. 7.4

Quorum

The presence of any two members of the Canvassing Board shall constitute a quorum for the purpose of conducting any business of the Canvassing Board.

Sec. 7.5

Required Vote

The vote required of the Canvassing Board to approve any action shall be a majority of those present and voting at any such special meeting provided that a quorum exists at such special meeting.

Sec. 7.6

Meetings Open to the Public

All meetings of the Canvassing Board shall be open to the public in accordance with the Open Meetings Act of the State of Illinois, and any person attending any meeting shall have the right to be heard at the time and in the manner as approved by the Canvassing Board. The Canvassing Board's clerk shall keep minutes of the proceedings of the Canvassing Board, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact, and shall also keep all other records of its official actions.

Sec. 7.7

Duties

It shall be the duty of said Canvassing Board to canvass the results of any general or special election held by or for the Village of Burr Ridge and perform such other duties as may be required under the Illinois Election Code and/or Illinois Municipal Code.

(Article VII added by A-678-1-91)

ARTICLE VIII. Environmental Quality Commission
(section added by A-678-1-97)

Sec. 8.1. Environmental Quality Commission Creation and Term

- A. There is hereby created an Environmental Quality Commission for the Village of Burr Ridge. This Commission shall consist of seven (7) voting members to be appointed by the Village President, subject to approval of the Village Board.
- B. The term of office of this Commission shall be for a period of three (3) years; however, members appointed at the onset shall be for the following:
- Three (3) members for a three-year term;
- Three (3) members for a two-year term; and
- One (1) member for a one-year term.
- Successors shall be appointed for three-year terms.

Sec. 8.2. Chairperson

The President shall annually designate from the membership of said Environmental Quality Commission a chairperson, vice-chairperson and secretary whose terms as such chairperson, vice-chairperson and secretary respectively shall be for one (1) year each, except those first appointed shall serve in such office until April 30, 1998.

Sec. 8.3. Regular and Special Meetings

The Commission shall, in its discretion, establish a schedule of regular meetings, and shall give notice of such schedule of regular meetings in accordance with the Open Meetings Act of the State of Illinois. Special meetings of the Commission may be called either by the chairperson or any three members of the Commission. Written notice of such special meeting shall be given to all members of the Commission at least 48 hours in advance of any such special meeting unless such written notice is waived. In addition, notice of such special meetings will also be given in conformance with the requirements of the Open Meetings Act of the State of Illinois.

Sec. 8.4. Quorum

The presence of any four (4) members of the Commission shall constitute a quorum for the purpose of conducting any of the business of the Commission.

Sec. 8.5. Required Vote

The vote required of the Commission to approve any action shall be a majority of those present and voting at any regular or special meeting provided that a quorum exists at any such regular or special meeting.

Sec. 8.6. Meetings Open to the Public

All meetings of the Commission shall be open to the public in accordance with the Open Meetings Act

of the State of Illinois, and any person attending any meeting shall have the right to be heard at the time and in the manner as approved by the Commission. The Commission's secretary shall keep minutes of the proceedings of the Commission, showing the vote of each member upon every question, or if absent or failing to vote, indicating that fact and such other information as required under the Open Meetings Act, and shall also keep all other records of its official actions.

Sec. 8.7.

Duties of the Commission

The duties of the Environmental Quality Commission shall be as follows:

1. To make recommendations to the President and Board of Trustees regarding possible ways to improve, preserve and protect the environment, including all environmental issues affecting the Village.
2. To advise the President and Board of Trustees of the source of any pollution or contamination and the name of the person, firm or entity that may be causing environmental pollution or contamination or that may be violating any statutes, laws, rules, or regulations either of the Illinois Environmental Protection Agency or of any federal, state, county or local agency.
3. After specifically approved by the President and Board of Trustees, to conduct investigations and/or hold public hearings pertaining to all environmental issues affecting the Village.
4. To make recommendations to the President and Board of Trustees for the adoption of Ordinances and to prepare and submit to the President and Board of Trustees, or to other officials with the advice and consent of the President and Board of Trustees, Resolutions and recommendations concerning local, state and national environmental issues.
5. To make recommendations to the President and Board of Trustees concerning materials, programs, or other methods of increasing the awareness of the residents of the Village on environmental issues.
6. To promote and extend cooperation and assistance to any like agencies created for similar purposes and to promote the formation of similar boards in other communities or areas.
7. To cooperate with other boards and commissions of the Village to maintain and improve the quality of life for the residents of the Village.
8. To perform such other duties and functions as may be requested of it by the Village Board of Trustees.